

CRANSTON SCHOOL COMMITTEE MEETING

JANUARY 20, 2015

WESTERN HILLS MIDDLE SCHOOL

400 PHENIX AVENUE, CRANSTON, RI 02920

EXECUTIVE SESSION – 6:00 P.M.

IMMEDIATELY FOLLOWED BY PUBLIC MEETING

IMMEDIATELY FOLLOWED BY PUBLIC BUDGET WORK SESSION

MINUTES

The School Committee meeting was held on the evening of the above date at the William A. Briggs Building with the following members present: Chairperson Ruggieri, Mr. Colford, Mrs. Culhane, Mr. Fusco, Mr. Gale, Mr. Traficante and Mr. Wall. Attorney Cascione was present during Executive Session.

The meeting was called to order at 6:00 p.m. It was moved by Mrs. Culhane and seconded by Mr. Gale to convene to Executive Session pursuant to RI State Laws. The roll was called; all were in favor: Mr. Colford – Yes; Mrs. Culhane – Yes; Mr. Fusco – Yes; Mr. Gale – Yes; Mrs. Ruggieri – Yes; Mr. Traficante – Yes; Mr. Wall – Yes:

PL 42-46-5(a)(1) Personnel:

A. Discussion of Certified Administrator A

PL 42-46-5(a)(2) Collective Bargaining/Litigation:

A. Contract Negotiations' Update

a. Secretaries

B. Alba v. Cranston School Committee

PL 42-46-5(3)

A. District Safety Plan

Call to Order - Public Session at 6:39 p.m.

Roll Call – Quorum

Executive Session Minutes Sealed – Mrs. Ruggieri stated that no votes were taken in executive session and all individuals listed under Personnel above have been noticed. A motion was made to seal the minutes of executive session; moved by Mr. Traficante; seconded by Mrs. Culhane. The roll was called; all were in favor.

Minutes of Previous Meetings Approved – December 3, 2014 (Work Session), December 8, 2014 (Regular Meeting) and January 5, 2015 (Organizational Meeting); Moved by Mr. Gale; seconded by Mr. Traficante. The roll was called; all were in favor.

Public Acknowledgements/Communications – None

Chairperson's Communications – Chairperson Ruggieri stated – I wanted to note that tonight on the agenda is the retirement pending in

June for Superintendent Lundsten. While it is not unexpected, we did want to say we are happy for her because she is retiring at a time in her life where she is healthy, her husband is healthy and her family is healthy. It is a good time to retire and you are not retiring for any bad reasons. We just wanted to acknowledge that this evening.

Superintendent's Communications – None

School Committee Member Communications - None

Public Hearing

- a. Students (Agenda/Non-Agenda Matters) - None**
- b. Members of the Public (Agenda Matters Only) - None**

Consent Calendar/Consent Agenda:

The following resolutions were adopted unanimously under the proposed Consent Agenda:

15-01-01; 15-01-02; 05-01-04; 15-01-05; 01-01-06; 15-01-07; 15-01-08 (w/addendum); 15-01-09; 15-01-10; 15-01-11; 15-01-12; 15-01-13; 15-01-14; 15-01-15; 15-01-16; 15-01-17 and 15-01-18

A motion was made to approve; moved by Mrs. Culhane; seconded by Mr. Gale. The roll was called; all were in favor.

Action Calendar/Action Agenda

RESOLUTIONS

ADMINISTRATION

PERSONNEL

Dr. Lundsten stated – Tonight on the Agenda there are four retirements that I would like to make note of. Nancy DeCosta is retiring after 29 years. She is one of our English/language teachers. Most recently she was at Bain, but before that she was at Park View. She has been a wonderful addition to our staff and I would like to offer her congratulations from the Cranston School system and to have a wonderful retirement.

In our Plant, Michael Moynihan who has been with us for 23 years is retiring as a custodian. We wish him the very best of luck.

In our Central office, we have two retirements that I would like to mention. First, Joe (Balducci) will be missing Jacqueline Soderlund. She has been the Executive Administrative Assistant to Joe (Balducci). She has been with us for 23 years. She is an absolute delight to work with and we wish her the best. I believe that she and her husband are going to enjoy retirement in Texas and we will be looking forward to hearing about her new adventures.

In Ray's (Votto) office he is losing one of his secretaries, Jean Maciag. Jean has been with us for 22 years. She has held a variety of different departments at the Central office and we wish her the very best. She has been a delight to work with.

No. 15-01-01 RESOLVED, that the three year agreement between the Cranston School Committee and Rhode Island Council 94, American Federation of State, County, and Municipal Employees, AFL-CIO, On Behalf of Local 2044, Cranston Public School Secretarial Employees, be accepted subject to ratification by the Cranston City Council (Fiscal Analysis Attached).

No. 15-01-02 RESOLVED, that at the recommendation of the Superintendent, the appointment of the following Program Supervisor be approved:

Paula Harrington, Guidance

No. 15-01-03 RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed as substitutes on a temporary basis as needed:

Jessica Aspeel, Secondary English

Elizabeth Gilkenson, Elementary\Middle Special Education

Nicole Denton, Music Pk-12

Melissa Ruggieri, Elementary\Middle Special Education

Robert Basha, Physical Education Pk-12

Natalia Kaya, Special Education Elementary\Middle

A motion was made to remove the name of Denton name from the above list by Mr. Traficante; seconded by Mr. Colford. The roll was called; all were in favor.

A motion was made to approve Resolution No 15-01-03 as amended by Mr. Traficante; seconded by Mr. Wall The roll was called; all were in favor.

No. 15-01-04 RESOLVED, that at the recommendation of the Superintendent, the retirement of the following certified personnel be accepted:

Judith Lundsten, Superintendent

Central Administration

Effective Date...June 30, 2015

Nancy DeCosta, Teacher

Bain

Effective Date...June 30. 2015

No. 15-01-05 RESOLVED, that at the recommendation of the Superintendent, the resignation(s) of the following certified personnel

be accepted:

Tania Tasca, Teacher

Leave

Effective...January 14, 2015

No. 15-01-06 RESOLVED, that at the recommendation of the Superintendent, the following individuals be appointed as volunteer coaches:

Cranston High School West

Jennifer Kennedy Girls' Basketball

Brenda Westberry Girls' Basketball

Cranston High School East

Gregory Conroy Boys' Basketball

No. 15-01-07 RESOLVED, that at the recommendation of the Superintendent, the following non-certified employee(s) be appointed:

Avis Trigg, 5hr Custodian

Glen Hills

Effective...January 21, 2015

Replacement

Fiscal Note...1287050 51110

Mario Silva, 5hr Custodian

Stadium

Effective....January 21, 2015

Replacement

Fiscal Note....12047050 51110

Tonja Feeney, Behavior Technician

Early Childhood

Effective...February 2, 2015

Replacement

Fiscal Note...50890196 51110

Marina Murray, Bus Driver

Transportation

Effective...January 5, 2015

Replacement

Fiscal Note...12945192 51110

Kerri Crudale, Secretary

Chester Barrows

Effective...January 21, 2015

Replacement

Fiscal Note...11243210 51110

Barbara Brewer, Teacher Assistant

Orchard Farms

Effective...February 2, 2015

Replacement

Fiscal Note...13646042 51110

No. 15-01-08 RESOLVED, that at the recommendation of the Superintendent, the following non-certified personnel be appointed as substitutes on a temporary basis as needed:

Joanne Evans, Teacher Assistant

Ida Marchetti, Teacher Assistant

Maritza Gonzalez, Teacher Assistant

Janice Molinari, Teacher Assistant

Deandra Branca, Teacher Assistant

Add to Resolution 15-01-08

Anthony Procaccini, Jr., Custodian

No. 15-01-09 RESOLVED, that at the recommendation of the Superintendent, the following non-certified staff member be granted a leave of absence without compensation as provided in Article X, Section C of the Master Agreement between the Cranston School Committee and the Cranston Teachers' Alliance:

Lynn Carter, Teacher Assistant

Oak Lawn

Effective Date...January 21, 2015 to August, 2015

No. 15-01-10 RESOLVED, that at the recommendation of the Superintendent, the retirement(s) of the following non-certified personnel be accepted:

Michael Moynihan, Custodian

Bain

Effective Date...January 2, 2015

Jacqueline Soderlund, Executive Administrative Assistant

Business Office

Effective Date... June 30, 2015

Jean Maciag, Secretary

Human Resources

Effective Date... January 30, 2015

No. 15-01-11 RESOLVED, that at the recommendation of the Superintendent, the resignation(s) of the following non-certified personnel be accepted:

Brian Cabral, Custodian

Edgewood Highland

Effective Date...December 12, 2014

Nathan Wentzel, Custodian

Orchard Farms

Effective Date...December 5, 2014

BUSINESS

PURCHASED AND PURCHASED SERVICES

No. 15-01-12 RESOLVED, approval for the stairway lighting retrofit project for secondary schools through an agreement between Cranston Public Schools and Horizon Energy Solutions (National Grid Vendor).

GRANTS

No. 15-01-13 RESOLVED, that the Cranston Public Schools enter into a partnership agreement with the Rhode Island Department of Labor and Training for the purpose of implementing a “On-Ramp To Career Pathways” initiative. The projected cost is \$12,053.57 and is being funded through the Perkins Grant.

POLICY AND PROGRAM

No. 15-01-14 RESOLVED, that at the recommendation of the School Committee, that the following 4000 series, Personnel to be deleted or

amended for first reading (See policies on file in the Superintendent's Office):

#4111.6 Sexual Harassment Policy Delete

#4111.6(a) Sexual Harassment Policy (Procedure) Delete

No. 15-01-15 RESOLVED, that at the recommendation of the School Committee, that the following 6000 series, Instruction to be deleted or amended for first reading (See attached):

**#6160 Textbook Replacement and Modernization Amend
(see attached)**

**#6161.1 Instruction, Textbooks and Workbooks Delete
(see attached)**

#6310 Vocational Instruction (see attached) Amend

#6320 Admission (see attached) Amend

#6321 Selection of Students (see attached) Amend

**#6351 Associate Commissioner Vocational Technical
Education Amend
(see attached)**

No. 15-01-16 RESOLVED, that at the recommendation of the School Committee, that the following 6000 series, Instruction series to be deleted or amended for second reading (See policies on file in the Superintendent's Office):

#6162	Instructional Resources for Teachers	Delete
#6162.2	Curriculum Consultants	
Delete		
#6163	Instructional Resources for Students	
Delete		
#6163.1	Libraries	
Delete		
#6163.3	Art	
Delete		
#6163.4	Music	
Delete		
#6163.5	Physical Education	
Delete		
#6164	Individual and Remedial Services	
Delete		
#6164.1	Health	
Delete		
#6164.11	Drugs, Tobacco, Alcohol	
Delete		
#6164.2	Guidance	
Delete		
#6164.6	Speech	
Delete		
#6164.7	Hearing	
Delete		
#6166	Consumer Education	

Delete

#6174 Summer School

Delete

#6220 Advanced Placement

Delete

#6162.1 Audio-Visual Materials

Amend

**Change to #6162 and change terminology to
Instructional Technology (see attached)**

#6162.4 Community Resources

Amend

Change policy number to #6162.1(see attached)

#6164.3 &

#6164.4 Psychological and Psychiatric

Amend

Change to Mental Health (see attached)

**No. 15-01-17 RESOLVED, that at the recommendation of the
School Committee, the following policy be amended for second
reading (See policy on file with the Superintendent's Office):**

5117(b) Permit to Attend Non-Home School

Amend

Replaces Policy #5117(a)

No. 15-01-18 RESOLVED, that at the recommendation of the School Committee, the following policy be approved for second reading (see attached policy):

#5145 Student Rights and Responsibilities Interrogations and Searches Policy

No. 15-01-19 RESOLVED, that at the recommendation of the School Committee, the following policy be approved for second reading (see attached policy):

#5149 Student Retention Policy

A motion was made to approve Resolution No. 15-01-19 by Mr. Traficante; seconded by Mr. Colford. The roll was called: Mr. Colford - Yes; Mrs. Culhane – No; Mr. Fusco – Yes; Mr. Gale – Yes; Mrs. Ruggieri - Yes; Mr. Traficante – Yes; Mr. Wall - Yes

No. 15-01-20 WHEREAS, the Cranston School Committee has before it a proposal from Kenneth J. Filarski and Suzanne Arena, to approve The Bamboo Project as a complimentary, adjunct program to the Cranston K through 12 school system;

WHEREAS, The Bamboo Project is designed to be an integrated, holistic vehicle for both formal and informal learning about

sustainability in our classrooms, our outdoor environments, and the marketplace;

WHEREAS, The Bamboo Project will be a collaboration with the Cranston Schools, the City of Cranston, the Cranston City Council, the Cranston Chamber of Commerce, the U.S. Green Building Council Rhode Island, and the community providing Education, Environmental Stewardship, and Economic Gain for our community's future;

WHEREAS, The Bamboo Project will be a voluntary project of program participation by the teachers, administration, students, and parents of the Cranston School System;

WHEREAS, The Bamboo Project provides a natural pathway for all students in Cranston to become involved with critical interdisciplinary programs and learning pathways in, and beyond their classrooms. The project is centered on, and incorporates the S.T.E.A.M. Model integrating Science, Technology, Engineering, Art, and Mathematics;

WHEREAS, The Bamboo Project proposes to grow bamboo on the land along the Pawtuxet River and use it for learning and earning. Bamboo is identified for the project because it is a fast growing, sustainable product. The land, formerly known as the Cullion Property, is adjacent to the Pawtuxet River is identified because it is

in a flood plain, it is subject to flooding, and the City of Cranston is the Owner of the property;

WHEREAS, growing the bamboo and the river are a natural fit because the growth and production of bamboo will mitigate flooding, enhance the resiliency of the Pawtuxet River ecology, provide a wide range of complimentary learning experiences, generate a future revenue stream for the schools, and provide future employment opportunities for students and residents of the community;

WHEREAS, The Bamboo Project is designed to an educational initiative develop an ecological understanding, in its true and whole sense, of the working relationships between carefully designed education activities, economics, and our stewardship of a critical element in the City's environmental landscape;

WHEREAS, THE BAMBOO PROJECT is designed to be an entrepreneurial initiative developed from ecological stewardship, environmental and ecological research; from the applied research for the agricultural production of appropriate bamboo species; from the design, engineering, and manufacturing of bamboo based products; and from the development of appropriate business models for the distribution and sales of the bamboo harvest and bamboo products;

WHEREAS, the Cranston Public Schools will not be responsible for any funding for this project;

WHEREAS, full funding for each phase of the project must be in place prior to the beginning of that phase;

WHEREAS, in the circumstance where funds are donated to the Cranston Public Schools for The Bamboo Project, the Project will follow Policy #3280.1 - Cranston Public Schools District Uniform Grant, Gifts, and Donation Acceptance and Expenditure Policy - specifically the section: Insufficient Funds: If the donated funding for the programs, materials, supplies, services, or facility related needs are not adequate the donated funds shall be held in the designated, interest bearing account until such time as the required funds are fully realized. The Cranston Public School Department, School District or School Committee shall not distribute funds from the Cranston Public Schools Budget to supplement any shortage of funds needed to fully fund any programs, materials, supplies, services or facility related needs” of The Bamboo Project;

WHEREAS, The BAMBOO Project is a good and positive example of the triple bottom line benefitting People, Planet, and Profit;

IT IS HEREBY RESOLVED AND RECOMMENDED THAT:

The Cranston School Committee approves the collaboration of the Cranston School System with The Bamboo Project in conjunction with the City of Cranston; and

Furthermore, the Cranston School Committee recommends that the City of Cranston, Rhode Island provide access to, and the use of the land in its ownership, formerly known as the Cullion Property, for The Bamboo Project.

A motion was made to approve Resolution No. 15-01-20 by Mr. Gale; seconded by Mr. Traficante. The roll was called: Mr. Colford - Yes; Mrs. Culhane – No; Mr. Fusco – Yes; Mr. Gale – Yes; Mrs. Ruggieri - Yes; Mr. Traficante – Yes; Mr. Wall - Yes

Public Hearing on Non-Agenda Items – None

Mr. Traficante made a motion to take a recess; seconded by Mr. Colford. The roll was called; all were in favor.

Mr. Traficante made a motion to reconvene back into public session; seconded by Mr. Gale. The roll was called; all were in favor.

Reconvened to Public Session at 6:59 p.m.

Chairperson Ruggieri stated – I wanted to acknowledge our new Ward 5 Councilman, Chris Paplauskas. Thank you for coming.

Adjourn to Public Budget Work Session

Superintendent's Presentation of the 2015-2016 School Budget to the Cranston School Committee (Power Point on file in the Superintendent's office and also posted on the CPS website).

Announcement of Future Meeting(s) –January 26, 2015 and January 29, 2015

Adjournment

A motion to adjourn this meeting was made by Mr. Gale; seconded by Mr. Traficante. All were in favor. The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Stephanie A. G. Culhane

Vice Chairperson

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CRANSTON PUBLIC SCHOOLS

FISCAL IMPACT STATEMENT

SECRETARIES

(ANNUAL INCREMENTAL BUDGET CHANGES FROM PREVIOUS YEAR)

CATEGORY	2014-2015	2015-2016	2016-2017	TOTALS
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RAISE (A)	0	41,145	42,356	83,501
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STEPS (B)	15,109	16,325	16,025	47,459
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SALARIES (C) & (D)	45,892	45,892	45,892	137,676
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LONGEVITY (C)	(31,175)	(31,175)	(31,175)	(93,525)
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HOLIDAY (D)	(8,280)	(8,280)	(8,280)	(24,840)
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NON-CERTIFIED PENSION	2,426	6,940	7,039	16,406
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FICA TAX	1,336	3,962	4,019	9,317
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MEDICARE TAX	312	927	940	2,179
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SUMMARY	25,620	75,736	76,816	178,172
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FOOTNOTES

(A) – RAISE

2014-2015 = 0%

2015-2016 = 2%

2016-2017 = 2%

(B) - STEP MOVEMENT ALL 3 YEARS

(C) - LONGEVITY PHASED INTO SALARY

(D) - HOLIDAY PHASED INTO SALARY

**NOTE - ABOVE FISCAL IMPACT STATEMENT REFLECTS ANNUAL
INCREMENTAL BUDGET INCREASES**

6160

Instruction

Textbook Replacement and Modernization

The committee will provide sufficient required textbooks as deemed appropriate to insure that curriculum objectives in each program area are being met. All curriculum areas will be revised every five years, and textbooks for implementation will be replaced as needed.

Revision added – (Italics)

Once a student receives a textbook it becomes his/her responsibility and damaged or lost books must be replaced or paid for by the student/parent/guardian.

Policy Adopted: 9/21/1987 (Res. No. 87-9-24) CRANSTON PUBLIC SCHOOLS

Policy Amended: TBD Cranston, Rhode Island

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6161.1 (to be deleted)

Instruction

Textbooks and Workbooks

The Committee agrees to make a good faith effort to provide sufficient required textbooks to insure that each pupil has textbooks for his own use. Prior to changing textbooks or selecting textbooks, all teachers using such textbooks shall be given the opportunity to meet and consult with the Superintendent regarding the proposed change or selection.

The consultation procedure shall be as follows:

- 1. The teacher affected shall be notified of the proposed change in textbooks.**
- 2. The teacher affected shall be given an opportunity to inspect any textbooks being considered for adoption prior to paragraph 3 below.**
- 3. The administration shall provide an opportunity for all teachers affected to meet and consult with the Superintendent regarding the proposed change or selection.**
- 4. The association shall be notified at least two (2) weeks prior to the consultation meetings set forth in three above.**

The committee agrees to make a good faith effort to provide sufficient teaching equipment and supplies in the school system.

(Master Agreement between The Cranston School Committee and The

Cranston Teachers' Association, September 1, 1969. Article X).

Policy adopted: CRANSTON SCHOOL DEPARTMENT

Cranston, Rhode Island

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6310

INSTRUCTION

Vocational Instruction

In establishing, continuing or terminating a program of vocational-technical instruction at Cranston Area Vocational-Technical Facility, the interests, needs and abilities of all persons in the state and/or area and the need and opportunity in the employment market will be considered.

The program of instruction will be developed by the Director of Curriculum and staff and conducted in consultation with the Associate Commissioner of Vocational-Technical Education, area professional committee, the area advisory committee, potential employers and other individuals or groups having skills and substantive knowledge of the occupation or occupational field representing the occupational objective.

Instruction will be conducted and supervised by teachers,

consultants and supervisors meeting state certification requirements.

REVISION (Italics)

INSTRUCTION

Career and Technical Education Instruction

In establishing, continuing or terminating a program of career and technical instruction at Cranston Area Career and Technical Center, the interests, needs and abilities of all persons in the state and/or area and the need and opportunity in the employment market will be considered.

The program of instruction will be developed by the Executive Director of Educational Programs and staff and conducted in consultation with the office of multiple pathways from the Department of Education, area professional committee, the area advisory committee, potential employers and other individuals or groups having skills and substantive knowledge of the occupation or occupational field representing the occupational objective.

Instruction will be conducted and supervised by teachers, consultants and supervisors meeting state certification requirements.

**Policy Amended: TBD **

6320

INSTRUCTION

Admission

Admission Quotas for each community in the area will be made on a percentage basis determined by the most recent October enrollment figures for the tenth grades in all schools. Applications for admission will be screened by a committee consisting of the area coordinator and the vocational guidance counselors in conjunction with appropriate staff from the sending school. Responsibility for admission will rest with the area coordinator and Director of Guidance at Cranston West.

Students may be enrolled in a full-time program or special program by arrangement in area vocational facilities as mutually agreed upon by the receiving and sending schools.

REVISION (*Italics*)

INSTRUCTION

Admission

Applications for admission will be screened by a committee consisting of the Career and Technical Director and the Career and Technical guidance counselors in conjunction with appropriate staff from the sending school. Responsibility for admission will rest with the Career and Technical Director and the Assistant Principal for Academic Affairs at Cranston West.

Students may be enrolled in a full-time program or special program by arrangement in area Career and Technical Centers as mutually agreed upon by the receiving and sending schools.

**Policy Amended: TBD **

6321

INSTRUCTION

Selection of Students

Individuals will be admitted for enrollment in classes and provided instruction for each type of occupation or occupational field on the basis of:

- a) A standard of achievement met by students so as to meet the requirements for completing the previous grade satisfactorily.**
- b) A satisfactory citizenship and attendance record.**
- c) Recommendation of the sending school.**

d) Specific student goals.

e) An eligibility waiting list will be established by the Guidance Department for all occupational fields, using same criteria. These will be ranked so as automatically become eligible.

REVISION (Italics)

INSTRUCTION

Selection of Students

Individuals will be admitted for enrollment in classes and provided instruction for each type of occupation or occupational field on the basis of:

a) A standard of achievement met by students so as to meet the requirements for completing the previous grade satisfactorily.

b) A satisfactory citizenship and attendance record.

c) Recommendation of the sending school.

d) Specific student goals.

e) An eligibility waiting list will be established by the Guidance Department for all occupational fields, using same criteria. In cases where the number of qualified students exceeds the space available, a lottery shall be used to select from among all qualified applicants.

Policy Amended: TBD

6351

INSTRUCTION

Associate Commissioner Vocational-Technical Education

The Associate Commissioner of Vocational – Technical Education in the State Department of Education and the Cranston Superintendent of Schools or his designee will be designated as the educators to determine compliance with the standards; to assist in establishing and conducting programs; to serve as liaison between the State Department of Education and the schools; and to work cooperatively with the coordinators, principals, superintendents and school committees in all areas of the program.

REVISION (*italics*)

INSTRUCTION

Associate Commissioner Career and Technical Education

The Associate Commissioner of Career and Technical Education in the State Department of Education and the Cranston Superintendent

of Schools or his/her designee will be designated as the educators to determine compliance with the standards; to assist in establishing and conducting programs; to serve as liaison between the State Department of Education and the schools; and to work cooperatively with the coordinators, principals, superintendents and school committees in all areas of the program.

Policy Amended: TBD

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Instruction 6162.1 6162

Audio-Visual Materials Instructional Technology

The school committee recognizes the value of good audio-visual educational programs twenty-first century skills and shall make every effort to provide materials resources necessary to conduct such a program.

Legal Reference: General Laws of R.I., 1956 Title 16 – Educ. 16-23-2

Loan of textbooks

(Reference to other school supplies).

**Policy Adopted: CRANSTON PUBLIC SCHOOLS
CRANSTON, RHODE ISLAND**

First Reading: November 17, 2014 Resolution No.: 14-11-16

Second Reading: January 20, 2015 Resolution No. 15-01-16

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Instruction 6162.4 6162.1

Community Resources

Community resources are a valuable source of curriculum enrichment. As such, their use shall be encouraged as an instructional aid.

Policy Adopted: CRANSTON PUBLIC SCHOOLS
CRANSTON, RHODE ISLAND

First Reading: November 17, 2014 Resolution No.: 14-11-16

Second Reading: January 20, 2015 Resolution No. 15-01-16

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6164.3

6164.4

Instruction

Psychological and Psychiatric Mental Health

Special individual mental health services such as, but not limited to, psychological, psychiatric, and social will be made available to all children enrolled in the schools. This program shall be conducted under the supervision of the Executive Director of Pupil Personnel Services.

All information divulged in conversations or case conference reporting shall be regarded as highly confidential.

**Policy Adopted: CRANSTON PUBLIC SCHOOLS
CRANSTON, RHODE ISLAND**

First Reading: November 17, 2014 Resolution No.: 14-11-16

Second Reading: January 20, 2015 Resolution No. 15-01-16

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Permit to Attend Non-Home School Policy #5117(b)

**Revised policy amendment proposed by School Committee Member:
Janice Ruggieri, and Assistant Superintendent Nota-Masse**

Effective February 1, 2014 and will replace Policy #5117(a)

General Policy Statement

Over the past several years, requests for permits for children to attend schools not assigned to them by geography, also known as the “home school,” has increased greatly, and is especially prevalent at elementary schools. The Cranston School Department granted yearly permits to students so they may attend a school other than their home school. This practice which started as an exception based on courtesy has grown exponentially and has diverged from the original permit criteria.

Permit Criteria

Permits for a child to attend a school outside of their home school will be granted only under the following conditions:

- 1. Permit applications must be submitted to the Assistant Superintendent by JULY 1 for the following school year. There is no guarantee of approval. Parents will be notified of permit decision by AUGUST 1 of that same year. Once approved, students do not have to reapply for a permit each year; however, their permit status is subject to this policy. For just cause shown, late applications may be accepted at the sole discretion of the Assistant Superintendent. However, in no event will an application be accepted after August 1.**
- 2. Documentation must accompany any request for a permit based on a medical condition and may be reviewed by the nursing supervisor for Cranston Public Schools, district physician for Cranston Public Schools and/or appropriate IEP or 504 team for consideration. Any child granted a permit based on medical need, must submit current**

medical documentation related to the permit request every year to the Assistant Superintendent.

3. The placement is required pursuant to an IEP or 504 Plan.

4. The student is interested in programming not offered in their home school (i.e. JROTC).

5. There are documented legal reasons why a child must attend a school outside of their home district (i.e. restraining orders, safety plans or custody agreements).

6. The student's sibling(s) attend(s) a school outside of his/her home school in the district for special service placements (i.e. ELL or special education) or due to clustering.

7. Permits not approved by the Assistant Superintendent (or his/her designee) may be appealed to the Cranston School Committee for approval. This appeal must be made in writing to the Chairperson of the Cranston School Committee by AUGUST 15 of that same year, or any appeal rights will be deemed waived.

8. Beginning in the 2014-2015 school year, if allowing a permit student into a classroom would result in a classroom overage (additional stipend for the classroom teacher and financial cost to the district), the permit will be denied and the student must return to his/her home school. If returning the student to his/her home school will cause a further educational/population disruption, placement will then be at the discretion of the Assistant Superintendent.

#5117(b)

Policy Implementation Schedule

Any elementary student who is placed at a school outside of their home school due to lack of space/classroom over population, also known as “clustered” students, will be given the option to return to their home school –if space is available- or they may opt to stay in their current school.

Beginning in the 2013-2014 school year, students entering kindergarten and first grade must meet criteria set forth in Cranston School Committee Policy #5117. Students in grades 2-12 may be granted a permit to complete the 2013-2014 school year in their permitted school provided they do not have poor attendance, excessive tardiness, disciplinary problems, or for any other reason that may affect the educational process.

Beginning in the 2014-2015 school year, students entering kindergarten through grade 2 must meet criteria set forth in Cranston School Committee Policy #5117. Students in grades 3-12 may be granted a permit to complete the 2014-2015 school year in their permitted school provided they do not have poor attendance, excessive tardiness, disciplinary problems, or for any other reason

that may affect the educational process.

Beginning in the 2015-2016 school year, students entering kindergarten through grade 3 must meet criteria set forth in Cranston School Committee Policy #5117(b). Students in grades 4-12 may be granted a permit to complete the 2015-2016 school year in their permitted school provided they do not have poor attendance, excessive tardiness, disciplinary problems, or for any other reason that may affect the educational process.

Beginning in the 2016-2017 school year, students entering kindergarten through grade 4 must meet criteria set forth in Cranston School Committee Policy #5117(b). Students in grades 5-12 may be granted a permit to complete the 2016-2017 school year in their permitted school provided they do not have poor attendance, excessive tardiness, disciplinary problems, or for any other reason that may affect the educational process.

Beginning in the 2017-2018 school year, students entering kindergarten through grade 5 must meet criteria set forth in Cranston School Committee Policy #5117(b). Students in grades 6-12 may be granted a permit to complete the 2017-2018 school year in their permitted school provided they do not have poor attendance, excessive tardiness, disciplinary problems, or for any other reason that may affect the educational process.

Beginning in the 2018-2019 school year, every permit application for grades K-12 must meet the criteria in Policy #5117(b).

**First Reading: December 8, 2014 CRANSTON PUBLIC SCHOOLS
Resolution No. 14-12-17 CRANSTON, RHODE ISLAND**

**Second Reading: January 20, 2015
Resolution No. 15-01-17**

Application for non-home school PERMIT

This application must be submitted to the Assistant Superintendent of Cranston Public Schools by JULY 1 for consideration for following school year. The submission of this application does not guarantee approval of the permit.

CHECK ONE: This is a NEW permit application_____ This is a renewal of a previous permit_____ Date_____

Student Information

Last Name _____ First _____

Name M.I. DOB

/ /

Street Address Apartment/Unit #

City State ZIP

Parent(s)/Guardian(s) Name(s)

Parent /Guardian Phone Home () Cell ()

Parent/Guardian Email Address(es)

SCHOOL INFORMATION

Student's Home School

Current Grade

Student's School for Permit Request

Grade for Permit Request

Does the student have an IEP? YES 0

NO 0

DO NOT WRITE IN THIS SPACE. FOR ADMINISTRATIVE USE ONLY

Does the student have a 504 Plan?

YES 0

NO 0

Please indicate below the reason for your permit request-Provide documentation IF indicated below

0 Student is participating in programming not available in their home school (i.e. JROTC). This does not apply to special education programming.

0 Student has legal reasons for permit (i.e. custody agreement, restraining order). Please attach a copy of the legal documentation.

0Medical need-Student has documented medical needs/condition that necessitate permit. Please attach medical documentation from child's physician.

0 Student has current IEP or 504 Plan which designates a need for permit. Please describe reason

0The student's sibling(s) attend(s) a school outside of his/her home school in the district for special service placements (i.e. ELL or special education).

0The student's sibling(s) attend(s) a school outside of his/her home school in the district due to clustering.

0 The student's sibling(s) attend(s) a school outside of his/her home

school in the district due to an administrative placement.

Parent/Guardian Acknowledgement

I acknowledge that all information provided above is true to the best of my knowledge. I am aware that according to Cranston School Committee Policy #5117(b), the permit may be revoked for reasons outlined therein.

Parent/Guardian **Signature**

DISTRICT ADMINISTRATOR APPROVAL/DENIAL

**PLEASE DO NOT WRITE IN THE AREA BELOW. FOR
ADMINISTRATIVE USE ONLY**

YES NO REASON:

Administrator Signature

Date

Date received Email Hard copy

Date approval/denial letter sent Emailed Hard copy

** **

STUDENT RIGHTS AND RESPONSIBILITIES INTERROGATIONS AND SEARCHES

INTERROGATIONS BY SCHOOL OFFICIALS

Administrators, teachers and other professional personnel may question a student regarding the student's own conduct or the conduct of other students.

LOCKERS AND VEHICLES

Students have full responsibility for the security of their lockers, and for vehicles parked on school property. It is the student's responsibility to ensure that lockers and vehicles are locked and that the keys and combinations are not given to others. Students shall not place, keep or maintain any article or material that is forbidden by Cranston Public School policy in lockers or in vehicles parked on school property.

School officials may search lockers, or vehicles parked on school property, if there is reasonable cause to believe that they contain articles or materials prohibited by Cranston Public Schools policy. Students shall be responsible for any prohibited items found in their lockers or in vehicles parked on school property.

If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, Cranston Public Schools shall contact the student's parents. If the parents also refuse to permit a search of the vehicle, Cranston Public Schools may turn the

matter over to local law enforcement officials.

USE OF TRAINED DOGS

Cranston Public Schools shall use specially trained non aggressive dogs to sniff out and alert officials to the current presence of concealed prohibited items, illicit substances and alcohol.

Such visits to schools shall be unannounced. The dogs may be used to sniff vacant classrooms, vacant common areas, the areas around student lockers, and the areas around vehicles parked on school property. The dogs shall not be used with students. If a dog alerts to a locker, a vehicle or an item in a classroom, it may be searched by school officials. Searching of vehicles shall be conducted as described above.

NOTICE

At the beginning of the school year, Cranston Public Schools shall inform students of the district's policy on searches, as outlined above, and shall specifically notify students that:

- 1. Lockers may be sniffed by trained dogs at any time.**
- 2. Vehicles parked on school property may be sniffed by trained dogs at any time.**
- 3. Classrooms and other common areas may be sniffed by trained dogs at any time when students are not present.**
- 4. If contraband of any kind is found, the possessing student shall be subject to appropriate disciplinary action in accordance with the Student Code of Conduct and may be referred to the local law enforcement agency.**

PARENT NOTIFICATION

The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker, in a student's vehicle parked on school property, or on the student's person, as a result of a search conducted in accordance with this policy.

DEFINITIONS

1. For purposes of this regulation, the following definitions will be applicable:

#5145

A. Contraband will mean all substances or materials, the presence of which is prohibited by district policy, state and/or local law, including but not limited to controlled substances, drugs, alcohol or alcoholic beverages, glue, volatile chemicals, aerosol paint, guns, knives, weapons and incendiary devices.

B. Random searches will refer to searches that are conducted without reference to specific dates, locations or times.

C. School property refers to all property owned, leased or operated by the Cranston Public School District.

2. Random searches will be directed toward locating items prohibited by law or the Student Code of Conduct in public or common areas on school property. The boundaries of such searched will include but are not limited to the following areas:

A. All school property will be subject to random searches at any time. There is no expectation of privacy regarding items placed in school

lockers or desks.

B. All automobiles parked on school property will be subject to random searches.

C. All personal effects will be subject to random searches.

3. Random search procedures will be as follows:

A. The Cranston Police Department will be authorized to utilize trained canines to aid in the search for contraband in or on school-owned property and automobiles parked on school property.

B. An authorized trainer will be responsible for training and documenting the dog's actions and must accompany the canine used in any random search.

C. An indication (trained alert) by the dog to the handler that contraband is present on school property or in or on an automobile being searched will be considered probable cause to extend the focus of the search as needed.

D. While a random search is being performed, all students and personnel must remain in their classrooms, work locations, or other areas of school property designated by the school administration in coordination with the Police Department.

E. The Superintendent or designee, school principal, or designee may request a search of the school as needed. Searches requiring a canine will be scheduled in advance with the Cranston Police Department.

F. Unannounced searches may be conducted by the Cranston Police Department or upon request by the Superintendent or designee, as

deemed necessary.

First Reading: December 8, 2014 CRANSTON PUBLIC SCHOOLS

Resolution No. 14-12-18 CRANSTON, RHODE ISLAND

Second Reading: January 20, 2015

Resolution No. 15-01-18

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POLICY #5149

STUDENT RETENTION POLICY

STUDENT RETENTION POLICY

Any student who does not successfully complete the requirements of their current grade may be retained. The decision for retention will be made by the school administration, in collaboration with the child's teacher(s). All appropriate data, including, but not limited to, assessments, attendance records, etc. will be reviewed before making this decision. While parents will be informed of this process, the ultimate decision for retention will be made by the school principal.

Warning:

Parents/Guardians will be notified in writing by the end of the third

quarter (on or about April 1st) if there is a chance that their child may be retained in their current grade for the next school year. Students who enroll after the second quarter, retention will be made on a case by case basis.

A final decision will be made on or about May 5th. Parents will be notified of the final decision by email and certified letter.

If a parent disagrees with the decision to retain or not to retain a student, the parent may appeal the decision in accordance with the following:

Retention Decision Appeal Process

- 1. The parents or guardians shall be informed in writing of the principal's decision for retention.**
- 2. If the parents or guardians want to appeal the principal's decision they must do so in writing, within 10 school days of receiving the principal's letter, to the superintendent or designee.**
- 3. The parents or guardians shall be informed by written notice, in their dominant language, of a due process hearing with the superintendent or designee.**
- 4. All parties involved may be represented by legal counsel.**
- 5. The parties will be given an opportunity to present their reasons why they recommend or do not recommend retention of the student.**
- 6. The hearing will be conducted by the superintendent or designee**

who shall make a determination based on evidence presented at the hearing.

7. A record shall be kept of the hearing.

8. The superintendent or designee will provide within 10 school days, a written decision to all parties, as to whether the student shall be retained.

9. The decision of the superintendent or designee will be translated to the dominant language of the parents or guardian and sent to the parents or guardians.

10. Parents may appeal the decision of the superintendent or designee to the Chairperson of the School Committee.

First Reading: December 8, 2014 CRANSTON PUBLIC SCHOOLS

Resolution No: 14-12-19 CRANSTON, RHODE ISLAND

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Resolution No. 15-01-19